



Government of Kerala

**PROSPECTUS FOR ADMISSION TO
THREE YEAR LL.B. COURSE, KERALA
2011-12**

**Office of the Commissioner for Entrance Examinations
Housing Board Buildings, Santhinagar
Thiruvananthapuram – 695001
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8. Reservation of seats.

A. **Reservation for Persons with Disabilities (PWD):** 3% of the total seats in all Government Law Colleges will be reserved for Persons with Disabilities.

B. **Mandatory Reservation:** Leaving the seats set apart under item A above, the remaining seats will be distributed as per the mandatory reservation principle as follows:-

| | | |
|-----|--|-------|
| (A) | State Merit (SM) | - 64% |
| (B) | Socially and Educationally Backward Classes (SEBC) | - 26% |
| a. | Ezhava (EZ) | - 9% |
| b. | Muslim (MU) | - 8% |
| c. | Other Backward Hindu (BH) | - 5% |
| d. | Latin Catholic Other than Anglo Indian (LC) | - 2% |
| e. | Other Backward Christian (BX) | - 1% |
| f. | Kudumbi (KU) | - 1% |
| (C) | Scheduled Castes & Scheduled Tribes | - 10% |
| a. | Scheduled Castes (SC) | - 8% |
| b. | Scheduled Tribes (ST) | - 2% |

C. Special Reservation

(a) In addition to the above 100 seats in each College, one seat each in the four Law Colleges will be reserved for the following categories.

- (i) Children of Ex-Servicemen
- (ii) Blind Candidates
- (iii) Candidates under Sports quota

(b) One seat in Govt. Law College, Ernakulam will be reserved for a candidate from Lakshadweep.

Note: As the seats under 'Special reservation' are over and above the sanctioned strength, seat/seats not filled up in Special reservation owing to non-availability of candidate/candidates will automatically lapse on closing of admissions.

9. Claim for Reservations

(a) **State Merit:** The seats under the State Merit will be filled purely on merit (State wide) basis.

(b) **Claim for communal reservation under Socially and Educationally Backward Classes.**

Note:- Reservation to Socially and Educationally Backward Classes will be in accordance with the provisions contained in G.O. (P) 208/66/Edn. dated 2-5-1966 and GO (MS) 95/08/SCSTDD Dated 06.10.08 and as amended from time to time. [See Annexure I for the list of communities under SEBC]

(i) Candidates belonging to socially and Educationally Backward Classes as per G.O (P) 208/66/Edn. Dated 2-5-1966 and GO (MS) 95/08/SCSTDD Dated 06.10.08 and whose annual family income (i.e. Annual income of all members in the family from all sources taken together) does not exceed Rs.4,50,000/- (Rupees Four Lakhs fifty thousand only) (including basic pay and DA of salaried persons) are eligible for reservation under this item.

(ii) Candidates claiming reservation under SEBC quota such as Ezhava, Muslim, Other Backward Hindus, Latin Catholic other than Anglo Indian and Other Backward Christians should produce both community and Income certificates obtained from the concerned Village Officer/Tahsildar in the application form.

(iii) Applicants claiming reservation under Latin Catholic other than Anglo Indian quota should produce a community certificate from the concerned Village Officer/Tahsildar specifying that they belong to Latin Catholic other than Anglo Indian community.

(iv) Children of inter-caste married couple claiming communal reservation under SEBC should furnish an 'inter-caste marriage certificate' from the Village Officer/Tahsildar in the format given in **Annexure V**. Such candidates can avail themselves of communal reservation under any one of the communities of their parents, to be mentioned by the candidate in the relevant column of the application. They need not produce the income certificate.

(v) Candidates who are children of Inter-caste married couple of which one is SC/ST who will be eligible for educational and monetary benefits admissible to SC/ST as per Section 2(ii) of GO (MS) No.25/2005/SCSTDD dated 20-06-2005, if eligible for reservation under SEBC, will be granted the same based on the community shown in the inter-caste marriage certificate issued by Revenue officials and to be attached by them with the application.

(c) Claim for Reservation under Scheduled Castes/Scheduled Tribes Quota

(i) Scheduled Caste/Scheduled Tribe candidates should apply in the application form meant for them. (See **Annexure II & III** for the list of SC/ST communities) and they should obtain the caste/community certificate from the Tahsildar in the body of the application form itself. SC/ST caste status of children of parents contracted Inter caste marriage will be subject to the orders/clarification issued in G.O.(MS) No.11/05/SCSTDD dated 22-03-2005, GO (MS) No.25/2005/ SCSTDD dated 20-06-2005 and the judgment dated 10-08-2005 of the Full Bench of the Hon'ble High Court of Kerala in WP 2483/2005 and connected cases and GO (Ms) No.109/2008/SCSTDD dated 20.11.2008.

As per G.O.(MS)No.109/2008/SCSTDD, dated 20.11.2008, the children born of inter-caste married couple of which one of the parents is SC/ST can claim the status of SC/ST on proof of the conditions of acceptance, customary traits and tenets under which such children are brought up.

The competent authority issuing SC/ST community certificate to children born of inter-caste married couple, of which one of the parents is SC/ST, should ensure that the claimant is subjected to same social disabilities and also following the same customs and traditions and the community has accepted that person to its fold as such. The authority to issue caste certificate should also ensure that :

- (a) Each case shall be examined individually in the light of the existing facts and circumstances.
- (b) The claimant has suffered disabilities - socially, economically and educationally.
- (c) The society has accepted the claimant to their original fold as one among them and is living in the same social tenet.

(ii) The Christian converts who have subsequently embraced Hinduism should produce caste/community certificate in the application form. The following certificate should also be got recorded by the revenue official below the certificate "The certificate is issued after observing the guidelines issued in Government Circular No.18421/E2/SC/ST/DD dated 15.12.1987."

(iii) The applications for the reserved seats of Scheduled Castes/Scheduled Tribes candidates which do not contain SC/ST Certificate (Community Certificate) from the Tahsildar in the prescribed form in the body of the application will not be considered on any account for claiming community reservation against the seat reserved for SC/ST candidates (Vide G.O.(MS) 31/90/SC/ST/D.L dated 25.05.1990). The community certificate should clearly specify that the candidate himself/herself (not the father or mother) belongs to the Scheduled Castes/Scheduled Tribes. *The community certificate as per G.O.(MS) No.136/07/Rd,Dated 27.04.2007 will be accepted.* The candidates who are reconverted to Hinduism from Christianity of Scheduled castes origin should produce community certificate form the Tahsildar concerned along with a copy of Gazette Notification regarding re-conversion.

(iv) The claims for reservation under Scheduled Castes/Scheduled Tribes quotas will also be subject to verification and clearance by the Screening Committee constituted for the purpose by Government vide G.O.(P)No.19/2002/SCSTDD dated 20.4.2002 and as authorized by section 6 of the Kerala (Scheduled Castes and Scheduled Tribes) Regulation of Issue of Community Certificates Act, 1996 (Act 11 of 1996)

(v) The SC/ST claims in respect of those who have migrated from one State to another will be subject to the provisions of G.O (MS) No.10/86/SC/ST/DD dated 12.2.1986. Only the children of those who had migrated to this State before the promulgation of the Constitution (Scheduled Castes) Order 1950 and the Constitution (Scheduled Tribes) Order 1950 and ordinarily reside in this State can claim SC/ST benefits from the State of Kerala. They must be able to prove this, if required.

(d) Claim for fee concession to OEC candidates:

Candidates belonging to other eligible communities are exempted from payment of fee at the time of admission to professional Degree Courses under Government/Community quota irrespective of annual family income as per G.O. (MS) No.36/07/SCSTDD, dated: 03.07.2007. They should provide Community certificate from the Village Officer in the Application Form.

(e) **Claim for Reservation for Persons with Disabilities.** A true copy of the Certificate of disability from the District Medical Board certifying the degree of percentage of disability issued not earlier than 12 months prior to the submission of application has to be attached with the application form. Only candidates having a minimum of 40% disability will be eligible for this quota. The selection of such physically handicapped candidates will be based on the merit in the Entrance Examination, and not on the basis of the degree of disability.

10. Other general rules for mandatory reservation

(i) The seats un availed by the Scheduled Caste candidates will go to the Scheduled Tribe Candidates and vice versa.

(ii) The seats un availed by the SC/ST candidates will be filled by Other Eligible Community (OEC) candidates [See **Annexure IV** for the list of OECs]. The seats that still remain unavailed will go to the Open Merit pool (Statewide basis). OECs will be eligible for this claim only if their annual family income from all sources including pay and DA of salaried persons is up to Rs.4.5 lakhs and the candidate has secured 45% marks in the qualifying examination. Such candidates should furnish income certificate in the body of application form itself.

- (iii) If any seat, in any reservation quota, except in the Special Reservation category, is left unavailed by the candidates belonging to that particular category, those seats will go to the mandatory reservation quota unless otherwise mentioned.
- (iv) The seats unavailed by the SEBC category candidates will be allotted under State Merit in the final re-allotment in the stream.

11. Claims for Special Reservations

- (i) **Children of Ex-servicemen:** Applicants to this category should invariably produce a certificate in the proforma given in **Annexure VI**, obtained not earlier than 6 months from the date of application from the Military authorities of State/ Zilla Sainik Welfare Officer to the effect that he/she is the son/daughter of Ex-serviceman or is an Ex-serviceman himself/herself. This benefit will be available to one candidate only from the family concerned.
- (ii) **Blind Candidates:** Candidates under this category should produce certificates from Medical Board to prove that the candidates deserve reservation under blind quota. Candidates against the seat reserved for blind quota will be selected on the basis of their marks in the qualifying examination. They should apply to the Principal of the Colleges concerned, in the prescribed format which can be obtained from them. The last date for submission of applications will be the same as that fixed for those being considered for admission based on the entrance examination. These candidates need not submit their application to the Commissioner for Entrance Examinations.
- (iii) **Sports Quota:** Candidates seeking admission under the sports quota must take the Entrance Examination. They should submit the original application to the Commissioner for Entrance Examinations, Thiruvananthapuram and a photo copy of the application should be sent to 'The Secretary Kerala Sports Council, Thiruvananthapuram-695001' before the last date of submission of application. The Sports Council will allot marks to these candidates according to their proficiency in sports. The maximum marks, under this item will be fixed as 500. The Sports Council will forward the lists of marks of the candidates to the Commissioner for Entrance Examinations. The Sports Council will collect the roll numbers from the candidates and furnish them in the list of marks. The Commissioner for Entrance Examinations will add these marks to the marks obtained by the respective candidates in the Entrance Examination and publish the rank list under the Sports Quota based on the inter-se-merit of the candidates fixed as above.
- (iv) **Lakshadweep Quota:** One seat in the Government Law College, Ernakulam is reserved for candidates of Kerala origin settled in Lakshadweep and the candidates are sponsored by the Administration of that Union Territory.
Note : Candidates in the special reservation category except the candidates under categories (ii) and (iv) above should take the Entrance Examination. As the candidates under categories (ii) and (iv) are exempted from Entrance Examination, they should have obtained 45% marks in the qualifying examination, (Degree or equivalent) as per LE Circular No.3 of 1997 dated 19-9-1997 and LE Circular No.3 of 1998 dated 21-4-1998 of the Bar Council of India.

12.(i) Entrance Examination

(a) A candidate desirous of joining the Three year LL.B course in any of the Govt. Law Colleges in the State will have to write the Entrance Examination. The admission to the course will be based on the rank of the candidate in this Entrance Examinations.

The Entrance Examination will be conducted on the date and time as notified by the Commissioner for Entrance Examinations.

(b) The Entrance Examination shall be of three hours duration and will consist of 200 objective type questions in (a) General Knowledge (65 questions), (b) English (65 questions) and (c) Aptitude for Legal Studies (70 questions).

(c) The candidates have to mark their responses in the OMR Answer sheet given to them. The bubbles in the OMR Answer sheet should be filled up by using ball point (blue or black) pens only. The candidates will not be allowed to take home the Question booklet issued to them in the Examination Hall. The question booklet should be returned along with the OMR Answer sheet to the invigilator.

(ii) **Valuation:-** For each correct response the candidate will be awarded three marks and for each incorrect response one mark will be deducted from the total score. However, in the event of failure to answer questions, (i.e. no response is indicated for an item in the answer sheet) no deduction from the total score will be made. More than one answer indicated against a question will be deemed as incorrect response and will be given negative marks.

(iii) **Resolving of Tie :-** In case there is tie in the total marks in the entrance examination, the candidate securing higher marks in the part 'Aptitude for legal Studies' of the Entrance Examination will be placed higher in the ranking. If the tie still persists, candidate with higher marks in the part 'English' of the Entrance Examination will be placed higher in the ranking. If the tie still exists, the age of the candidate will be considered, the elder being placed higher in ranking than the younger.

(iv) **Publication of Results-** The rank list for admission to the course will be published on the basis of the total marks secured by the candidates for the Entrance Examination.

(v) **Qualifying Standards in the Entrance examination-** To qualify and thereby figure in the rank list for admission to Three Year LL.B. course, a General category candidate should get a minimum of 25% of total marks in the Entrance Examination and a candidate belonging to SC/ST category should get a minimum of 20% of total marks where the total marks being 600 in the Entrance Examination.

(vi) **Publication of Category Lists-** Separate category-wise list will be published for Community Reservation, Special Reservation, Person With Disability etc. Candidates are advised to verify the category lists published by the Commissioner for Entrance Examinations and satisfy themselves regarding their position in the list such as inclusion under different categories, eligible for Communal / Special reservation etc. If candidates have any complaint in this regard he / she may approach the Office of the Commissioner for Entrance Examinations within the notified time after publication of the category list, for necessary action. Complaint received thereafter will not be entertained.

13. How and when to apply

- (i) **Application for appearing in the Entrance Examination** - Candidates seeking admission to the course can apply online through the website www.cee-kerala.org of the Commissioner for Entrance Examinations. There will be separate link for General, SEBC, (Socially and Educationally Backward Community) and SC/ST candidates. Application fee for General and SEBC candidates is Rs.600/- (Six hundred only) and in the case of SC/ST candidates and those eligible for SC/ST benefits as per G.O. (MS) No.25/05/SCSTDD dated 22.06.2005 is Rs.300/- (Three Hundred only). The required fee can be remitted at any State Bank of Travancore branch using the Bank Chalan which is available in the online application printout. Candidates outside Kerala State can remit the application fee by way of Demand Draft for the requisite amount drawn from a Nationalized Bank in favour of the Commissioner for Entrance Examinations, payable at Thiruvananthapuram, along with the application form. Application fee once remitted will not be refunded at any cost. The prospectus can be downloaded from the website. The application forms and the prospectus will not be available from the colleges or from the office of the Commissioner for Entrance Examinations. All candidates should take a printout of the application and submit to the Commissioner for Entrance Examinations with all necessary documents on or before the last date and time notified.

Candidates are advised to go through the Prospectus before filling up the Application Form.

(ii) Stepwise procedure to apply using Online Application form:

1. The candidate has to visit www.cee-kerala.org where he/she can find the link 'Online application form for Three Year LL.B. course 2011-12' for submitting his/her application.
2. The candidate will be directed to another page where he/she should click the link 'Apply Online'.
3. The candidate has to select the "Centre of examination" and "Category" to which he/she belongs from corresponding combo boxes. The candidate has to upload his/her latest passport size photo in jpg format not more than 50 kb of size by clicking on the browse button provided.
4. Click on the 'Continue' button.
5. Fill the application form completely online.
6. If the candidate is fully sure that the data entered are correct in all respects, he/she has to click 'Submit' button placed below a 'Declaration' by the candidate. The declaration is meant to state that all details entered by the candidate are true and no corrections will be requested for in future. Some preliminary validations on the data entered will be done during this stage. If the validation is not cleared, the candidate will have to look into all errors shown in the page and correct it, otherwise, the candidate can click the 'Confirm' button and save his application or click 'Edit' button to Edit. Once the 'Confirm' button is clicked, the application will be saved and the candidate will be directed to another page where facility for printing his/her application, nativity certificate, chalan etc (as applicable) will be provided. The 'Application number' of the candidate will also be displayed in the page. The candidate is instructed to note down the

application number for further correspondence with this office. The candidate will not be able to edit/modify/correct his application, once the 'Confirm' button is pressed. If any of the details submitted are found incorrect, the candidature of the candidate will be cancelled.

7. Take the printouts of the Application Form and other documents by clicking on the link 'Print'. ***(This is very important)***.
8. In the printout of filled in application form, fix passport size photograph same as the one which is uploaded in the space provided duly attested by the candidate and obtain necessary certificates as mentioned in Clause 14.
9. Candidate has to approach any one of the designated branches of State Bank of Travancore along with the print out of the bank chalan for remitting the application fee, by cash. The candidate will be given a fee receipt. The 'fee receipt in original' has to be sent along with the application.
10. In the application, the candidate has to write the fee receipt number, date of payment, fee amount, Bank branch, put his/her signature wherever necessary and send the same by Registered Post/Speed Post/Hand Delivery to the **Commissioner for Entrance Examinations, 5th Floor, Housing Board Buildings, Santhi Nagar, Thiruvananthapuram - 695 001** before the time and date notified by the Commissioner for Entrance Examinations. The application submitted by the candidates should be complete in all respects and the certificates produced after the last date of receipt will not be considered at any cost. Late and defective applications will not be considered by the Commissioner for Entrance Examinations under any circumstances. **Admit cards will be issued to only those candidates whose copy of application (in full and as required) is received in the office of the Commissioner for Entrance Examinations on or before the last date specified.**
11. The candidate is advised to keep a photocopy of the application (complete with photo and signatures) and keep it with him/her for reference.
12. Use 'Print Existing Application' link for taking further copies of application if necessary.

(iii)Points to be noted:

1. Candidates must upload a copy of their passport size photograph. (Only after uploading the photograph, the candidate will be able to fill in his/her application form online)
2. Candidates must pay the application fee, only in State Bank of Travancore using the chalan available with the printout of the application.
3. Candidates will not be able to correct/modify/edit his/her application once the 'Confirm' button is pressed. Only after pressing the 'Confirm' button the page containing 'Print' link will be available.
4. The candidates must take a printout of the application submitted by visiting the 'Print' link. One copy of the same has to be retained by the candidate and another copy has to be sent to the office of the Commissioner for Entrance Examinations along with relevant documents supporting claims in the application.
5. All applications sent to the Office of the Commissioner for Entrance Examinations are to be printed using 'Print' link.
6. Candidates should not send more than one application form to the CEE.
7. The status of the receipt of the application forms can be viewed from the same website.
8. Incomplete /late /defective applications will be summarily rejected.

Warning: Incomplete applications with defective or incomplete certificates will be rejected. Belated applications will not be accepted. Documents or certificates furnished after the last date fixed for receipt of applications will not be considered on any account. No candidate will be permitted to incorporate any additional details in the application form or to submit any additional documents after the submission of the Application.

14. Certificates/Documents to be submitted along with the applications

- (i) True copy of the S.S.L.C book or any relevant school records to prove date of birth.
- (ii) True copy of the mark list of all parts of the qualifying examination (if passed).
- (iii) Any one of the certificates to prove nativity, in the Application Form.
- (iv) Certificates in support of claim for Communal Reservation, in the Application Form.
- (v) Inter-Caste marriage certificate, if applicable.
- (vi) Attested Copy of certificates in support of Special reservation if applicable.
- (vii) Attested copy of Certificate of the Medical Board for Persons with disabilities.
- (viii) Any other documents mentioned in the Notification of the Entrance Examination.

15. Centralized Allotment Process (CAP) and Online Submission of Options

The Allotment Process will be done through a Single Window System (SWS) of Allotment to give allotments to the four Government Law Colleges based on the options submitted online by the candidates who have been included in the rank list for admission to the Three Year LL.B. Course 2011-12, Kerala. It is a simple and transparent process of allotment to the courses and it gives the candidate opportunity to exercise his/her options for colleges of his/her choice conveniently in the order of his/her preference considering all those available to be chosen from. The allotments will be strictly based on the options exercised, the rank obtained and eligible reservations of the candidate. Candidates should register options only to those colleges which they are sure to join on allotment. If the candidate fails to remit fee/join the college, he/she will not be eligible for any further allotment to the course.

15.1(a) The Single Window System of Admissions for the Three Year LL.B. Course 2011-12 will be done by the Commissioner for Entrance Examinations (CEE), Kerala, with the technical support of the National Informatics Centre (NIC).

(b) Seats in the four Government Law Colleges to be allotted by the Commissioner for Entrance Examinations will be included in the SWS and will be done as per the provisions of allotment.

(c) Candidate to register options: Options can be registered only through the website, "www.cee-kerala.org". Candidates included in the Three Year LL.B. Course 2011-12 rank list will have to register their options in the 'Home Page' of the candidate through the website within the stipulated period of time. Candidates can access this website and follow the instructions given therein to register their options for colleges. Options submitted to the CEE by Fax, Post, Hand delivery etc., will not be processed or considered on any account for allotment of seats.

d) Time schedule for registering options: The facility for registering of options will be available only during the period specified in the notifications to be issued by the CEE. Wide publicity will be given through electronic and print media regarding the schedule and related matters. The facility will be withdrawn once the time period is over and candidate will not have access to this facility after this time period. A candidate, not registering his/her options as per the time schedule announced, will not be considered for allotments under any of the seats available then, irrespective of his/her rank. No extension of time will be granted under any circumstances for registering options.

(e) Eligibility for registering options: Only those candidates included in the Rank List published by the CEE for Three Year LL.B. Course 2011-12 based on the Entrance Examination are eligible to register their options online. Moreover, the candidates registering their options should satisfy all the eligibility conditions with regard to Nativity (Clause 6(i)), Academic qualifications (Clause 6(ii)) etc., of the Prospectus for admission to Three Year LL.B. Course 2011-12. Academic eligibility should be satisfied on the date of admission to the Course.

Principal/Head of the Institution will be personally responsible for verification of eligibility conditions as prescribed in the Prospectus, when the candidate reports for admission. Only those candidates who are found to be qualified as prescribed shall be admitted to the college/institution irrespective of the fact that he/she has an allotment through the SWS.

(f) Essentials for registering options: Candidates should have particulars such as **Roll Number, Application Number and Key Number** of Three Year LL.B. Course 2011-12 assigned to them in order to register their options on the website.

(g) Procedure for Registering Options : Any candidate, who wishes to register his/her options, should have the 'Roll Number', 'Application number' and 'Key number' readily available with him/her. The candidate must also have access to internet facility. The candidate should follow the procedure given below for registering options:

(i) Accessing the website: The candidate can access the website, 'www.cee-kerala.org' from any computer having internet facility. The platform can be Windows-based or Linux-based and any browser will be sufficient.

(ii) Logging on to the Candidate's Home page: The candidate can log on to his/her home page by entering the details (i.e., Roll number, Application number and Key number) correctly. The Roll number of the candidate is a *five-digit* Number allotted to the candidate to appear for the Entrance Examination for Admission to Three Year LL.B. Course 2011-12. Application number of the candidate is a *seven-digit* number printed in the Admit Card issued by the CEE to the candidate. Key Number will be provided to all candidates which should not be disclosed to others, who may misuse this, for which the CEE/Government will not be responsible. (All these numbers are candidate specific and hence are available only to the candidate).

If the system finds that the one who has requested for 'login' is the genuine candidate, the candidate will be directed to his/her 'Home page'. If any discrepancy is observed by the system on these numbers, the candidate will not be permitted to proceed further in which case the candidate may recheck the entries made or contact the Office of the Commissioner for Entrance Examinations for further instructions.

(iii) Setting of a Password: At first the candidate may enter his/her Roll Number in the box provided. Then click the 'Submit' button. The candidate is led to the second webpage, wherein he/she has to enter the Application Number, Key Number and set a password in the boxes provided. The candidate has to re-enter the password for confirmation. This is mandatory for all candidates. If a candidate does not set a password, he/she will not be able to register options. Password must be alphanumeric (i.e. a combination of alphabets and numbers) having a minimum length of eight characters. [Examples: (a) milan123 (b) XYZ89E4U (c) we5782surya235 etc]. Any password entered will have to be remembered by the candidate. Remembering the

Password is the responsibility of the candidate. The Password set by the candidate should not be revealed to others who may misuse them. This may result in tampering of the options made by the candidate. The CEE/Government will not be responsible for any such eventuality.

If a candidate forgets his/her password, the candidate will be denied access to his/her Home Page in future when he/she tries to access his/her Home Page. In such cases, the candidate will have to contact the office of the CEE in person with Admit card for resetting the password.

(iv) Colleges available for registering options: The list of Colleges for allotments through the SWS will be available in the Home page of the candidate. The 'College List' link when clicked will show all the four Government Law Colleges and their three-letter codes (Eg:-TVM-for Government Law College, Thiruvananthapuram, EKM-for Government Law College, Ernakulam, etc.). A candidate may examine this list further to see the number of seats for each category in these colleges by clicking on the College Code. An overall idea of the Colleges and their Codes will help the candidate to register his/her options without any difficulty.

(v) How to register options in his/her Home Page: By entering the option number for a college, the candidate can fix his/her preference numbers for the colleges displayed in the Home Page. Here all the eligible options of the candidate will be displayed and the candidate is expected to enter his/her preference number for a particular college.

(vi) Registering of the Options and saving/revising the Options registered: All eligible options of the candidate will be displayed on the Home Page. The candidate may follow the directions given therein to register the options. The data entered may be saved regularly by clicking the 'Save' button, so that the data already entered is not lost due to unexpected reasons. The candidate should enter only those options in which he/she is interested. Candidates should also note that he/she will be considered for allotment only to those colleges opted by him/her. So, a candidate who has not opted for a college will not be considered for allotment to that college. Existing options, registered by the candidate and available in the Home Page, can be cancelled by entering the number '0' against that particular option to be cancelled and by clicking the 'update' button. All options registered by the candidate will be processed. If a candidate gets allotted to a particular seat, based on his/her option, he/she is bound to accept it, failing which, he/she will lose that allotment as well as his/her claims for any seat in any college. Such candidates will not be eligible for any further allotment in any college.

(vii) Option Work Sheet facility: If a candidate experiences any difficulty in entering the data directly, he/she may first take a printout of the work sheet showing all the options he/she is eligible for, by clicking on the 'OPTION WORKSHEET' or 'DETAILED OPTION WORKSHEET' link on the page. The desired entries may be made on this work sheet and the same may be used for registering the options in the website. The preference numbers may be fixed using this work sheet and the data may be entered in the system subsequently. A candidate has the facility to modify or rearrange his/her earlier options before the last date and time fixed.

(viii) Viewing and Printing of the Option List based on the options registered: Once the candidate completes the option entry, he/she can view his/her options by clicking on the link provided. An option list will be generated and the candidate can take a printout of

the same and keep it for future reference. If the candidate wants to change his/her options already registered, he/she may revise the options as desired and ensure that the option list has come as per his/her preferences.

(ix) Logging off from the Home page: Once the candidate is satisfied with the options registered, he/she should 'Log off' the system by clicking on "logout" link. The process of 'Registration of Options' is complete when the candidate logs off. This action is compulsory for preventing the misuse of his/her Home Page by others.

(x) Rearranging option priority: A candidate may change his/her option priority any number of times within the time schedule permitted. The priority of options registered at the time of closing of the facility for registering options alone will be considered for processing.

Note: As different Universities are offering different subjects/papers for the LL.B. courses, the candidate should ascertain from the colleges regarding the courses and subjects offered by the respective colleges before submitting options.

15.2 Processing of Options and Allotment: After the period earmarked for registering options, they will be processed and the allotment for all colleges will be published in the website, "www.cee-kerala.org", on the date notified by the CEE. The allotment memo, the printout of which can be taken from the website, will show the college to which the candidate is allotted and the fee to be remitted. The schedule of allotment will be notified separately.

15.3 Remittance of Fee: The prescribed fee for the Course will have to be remitted by the candidate at the college allotted to him/her while taking admission.

15.4 Admission to the course: Candidates allotted to a college should take admission in that college as per the schedule prescribed by the CEE after remitting the required fees. Candidates who do not take admission will lose their allotment as well as their further claims.

15.5 Cancellation of options/alteration of priority of options after each allotment: Candidates will have the facility to cancel/alter the priority of their higher order options in the list of options registered by them before the next allotment. This facility will be activated in the 'Home Page' of the candidates on the dates notified.

After each allotment, the options below the 'allotted one' of the candidate will automatically be removed from the option list of the candidate. For example, if a candidate had registered 4 options in all, and if he/she is allotted his/her 3rd option, option 4 will be removed from the option list. Since the 3rd option is the allotted one, it will not be seen in the option list. Options 1 and 2 only will remain valid and will be considered for future allotments.

If a candidate is satisfied with an allotment and does not want to be considered against his remaining options, he/she will have the facility to cancel all the remaining options or specific options among the remaining options as per his/her desire. The candidate will also have the facility to alter the priority of the remaining options. But the candidate will not be permitted to register any fresh option to the existing ones.

The facility for cancellation/deletion/alteration will be available as notified, after which the facility will be withdrawn. A candidate retaining all or any of the options after each

allotment is bound to accept the next allotment, if any, given to him/her. If the candidate fails to accept the allotment, he/she will lose all the allotments/admission and will not be considered for any further allotments.

15.6 Further Allotments: Details regarding further allotments will be notified by the Commissioner for Entrance Examinations.

15.7 Last Rank Details: The last rank details of the allotment will be published after each allotment and will be made available in the website. The last rank given will be the general rank of the candidate.

15.8 Post Allotment Activities:

(a) **Reporting at the College:** Candidates who get allotment will have to report before the Principal/Head of the Institution concerned for admission on the dates notified with the required documents:

| |
|--|
| <p>The candidate is specifically instructed not to inform his/her key number and Password to the institutions concerned.</p> |
|--|

(b) **Verification of Documents:** The Principal/Head of the College or Institution shall be personally responsible for verification and satisfaction of the correctness of the records produced by the candidate at the time of seeking admission in the college/institution. The University concerned shall also verify the records produced by the candidate who got admission in the college/institution.

(c) **Failure to report for Admission:** Candidates who do not take admission on the prescribed date will lose their admission. They will not be considered for any further allotments.

(d) **Cancellation of Higher Options after joining a College:** Candidates who join the college on the dates specified can cancel their remaining options fully or partially or change the priority of their remaining options before the dates prescribed. A candidate not interested in any further allotments, may cancel all his/her options before the specified date failing which, the options will remain live and will be considered for further allotments.

(e) **Admission/Allotment** of seats is governed by a statewide principle of selection. Accordingly, the total seats available in all the Institutions will be distributed statewide for the different categories by applying mandatory reservation principle as mentioned in clause 8 (B). While doing selection as per the statewide break up of seats, an institution wise break up of seats for the various categories, following the principle of reservation will also be maintained for the allotment of seats for the course in each college.

(f) **Selection / Allotment of College:** *Selection/Allotment of a candidate to any college will be based on the rank of the candidate and the availability of seats, at that point of time when the candidate files option. The procedure adopted for admission will be as per the selection principle approved in G.O. (MS) No.122/98/HEdn dated 7-10-1998. According to the G.O., "candidates of the reserved category who will otherwise come in the open merit list will be allotted to the*

college of his choice provided he would have been eligible for allotment to that college if he was treated as candidate coming under reservation quota. While a reserved category candidate entitled to admission on the basis of his merit will have the option of taking admission to the colleges where a specified number of seats have been kept reserved for reserved category but while computing the percentage of reservation he will be deemed to have been admitted as an open category candidate and not as a reserved category candidate”.

i. The allotment to colleges will be as per the break-up of seats for the course in each college. But on applying the principle of selection mentioned above, the break-up of seats for allotment in certain colleges are likely to change.

ii. Admission memo (Final Selection Memo) will be issued to the selected candidates after the Online Allotment Process. It is obligatory for the candidates to report to the College to which he/she is selected. Candidates should report for admission in the college with their parents/guardians. No extension of time for reporting to the college will be granted under any circumstances. Failure to appear before the Principal concerned for joining the course on the notified date and time will result in the forfeiture of his/her admission to the course and he/she will not be considered for any vacancies arising in future.

iii. Vacancies arising after the first round of allotment of seats will be filled up according to the rank and options submitted by the candidates and observing the reservation rules on the basis of the priority given in the option form. There will be no mutual transfer between the candidates from one college to another.

(g) No allotment of seats to the 1st year of the course will be made after 30.10.2011 even if vacancy / vacancies arise thereafter.

16. Documents to be produced at the time of admission

- (i) Admit card of the Entrance Examination
- (ii) Allotment letter issued by the Commissioner for Entrance Examinations
- (iii) SSLC or any relevant school records to prove date of birth
- (iv) Original Mark list and Degree Certificate of the qualifying examination.
- (v) Transfer certificate and conduct certificate from the institution where the candidate studied last.
- (vi) Two copies of recent passport size photograph.
- (vii) The applicant who is employed or trainee in Government/Quasi Government/ Banks etc. shall at the time of interview produce a relieving order and a certificate of good conduct from the Head of the institution where the candidate was employed.
- (viii) Candidates who passed their qualifying examination from Universities/Boards outside the State shall produce an “Eligibility Certificate” from the University concerned in Kerala, to the effect that the qualifying examination has been recognized by the University.
- (ix) The student who qualifies from other Universities should produce migration certificate at the time of admission.

Note: All certificates as above must be produced for verification at the time of admission. Candidate WILL NOT be given any chance to produce the original documents/certificates asked for, on a subsequent occasion.

17. Admission in the colleges after CAP will be made after the conduct of the personal interview with the candidates and their parents/guardians. The candidates who do not participate in this personal interview will not be eligible for admission.

18. Students belonging to SC/ST/OEC eligible for education concessions are exempted from payment of fees as per orders of Government issued in this regard from time to time. Their admission will be provisional and subject to the submission of formal filled up application for concession in the prescribed form within one month from the date of admission. In any case if the student is later found to be not eligible for concession the student should pay the fees in full with fine or else his/her admission will be cancelled.
19. The children of inter-caste married couples claiming fees concession should invariably produce a certificate from the Village Officer/Tahsildar in the format given in **Annexure V**.
20. Forward community students admitted to the course eligible for fee concession on the basis of aggregate family income of Rs.42,000/- or below shall apply for the fee concession. They shall produce a certificate in the prescribed form from the competent authority regarding income at the time of interview. Their admission will be provisional and subject to the submission of formal filled up application for fee concession in the prescribed form within one month from the date of admission. In any case if the student is later found to be ineligible for concession, the student should pay the fees in full with fine or else his/her admission will be cancelled.
21. **Fees**
Fees for the course will be notified by the Government from time to time.
22. **Other items**
- (i) The Commissioner for Entrance Examinations will not entertain any request for change of the date of Entrance Examinations or Centralized Allotment Process or enquiries with regard to the date of declaration of the results.
- (ii) All disputes pertaining to the Examination, selection or admission shall fall within the Jurisdiction of the Honorable High Court of Kerala.
- (iii) Any other items not specifically covered in this prospectus will be decided by the CEE and his decision shall be final.
23. The Prospectus is subject to further modification as may be considered necessary by Government.

Thiruvananthapuram
16-06-2011

Sd/-
Commissioner for Entrance Examinations

ANNEXURE - I

LIST OF SOCIALLY AND EDUCATIONALLY BACKWARD CLASSES (SEBC)

[Vide G.O.(P) 208/66/Edn. dated 02-5-1966] [See Clause 9 (b) and G. (MS)SCSTDD Dt 06.10.2008]

- | | |
|--|---|
| I. Ezhavas including Ezhavas, Thiyyas, Ishuvan, Izhuvan, Illuvan and Billava | 36. Thattan, Pandithattan, Thachan, Asari, Villasan, Vilkurup, Viswabrahmins, Kitara, Chaptegara. |
| II. Muslims (all sections following Islam) | 37. Kannadiyans |
| III. Latin Catholics other than Anglo-Indians | 38. Kavuthiyan |
| IV. Other Backward Christians | 39. Kavudiyaru |
| (a) SIUC | 40. Kelasi or Kalasi Panicker |
| (b) Converts from Scheduled Castes to Christianity | 41. Koppala Velamas |
| V. Kudumbi | 42. Krishnanvaka |
| VI. Other Backward Hindus, i.e. | 43. Kuruba |
| 1. Agasa | 44. Kurumba |
| 2. Arayas including Valan, Mukkuvan, Mukaya, Mogayan, Arayan, Bovies, Kharvi, Nulayan, and Arayavathi | 45. Maravan (Maravar) |
| 3. Aremahrati | 46. Madivala |
| 4. Arya including Dheevara/Dheevaran Atagara, Devanga, Kaikolan, (Sengunthar) Pattarya, Saliyas (Padmasali, Pattusali, Thogatta, Karanibhakatula, Senapathula, Sali, Sale, Karikalabhakulu, Chaliya) Sourashtra, Khatri, Patnukaran, Illathu Pillai, Illa Vellalar, Illathar | 47. Maruthuvar |
| 5. Bestha | 48. Mahratta (Non-Brahman) |
| 6. Bhandari or Bhondari | 49. Melakudi (Kudiyar) |
| 7. Boya | 50. Mogaveera |
| 8. Boyan | 51. Moili |
| 9. Chavalakkaran | 52. Mukhari |
| 10. Chakkala (Chakkala Nair) | 53. Modibanda |
| 11. Devadiga | 54. Moovari |
| 12. Ezhavathi (Vathi) | 55. Moniagar |
| 13. Ezhuthachan, Kadupattan | 56. Naicken including Tholuva Naicker and Vettillakkara Naicker |
| 14. Gudigara | 57. Padyachi (Villayankuppam) |
| 15. Galada Konkani | 58. Palli |
| 16. Ganjam Reddies | 59. Panniyar or Pannayar |
| 17. Gatti | 60. Parkavakulam (Surithiman, Malayaman, Nathaman, Moopanan and Nainar) |
| 18. Gowda | 61. Rajapuri |
| 19. Ganika including Nagavamsom | 62. Sakravar (Kavathi) |
| 20. Hegde | 63. Senaithalaivar, Elavania, Senaikudayam |
| 21. Hindu Nadar | 64. Sadhu Chetty including Telugu Chetty or 24 Manai Telugu Chetty and Wynadan Chetty |
| 22. Idiga including Settibalija | 65. Tholkolan |
| 23. Jangam | 66. Thottiyar |
| 24. Jogi | 67. Uppara (Sagara) |
| 25. Jhetty | 68. Ural Goundan |
| 26. Kanisu or Kaniyar-Panicker, Kaniyan, Kanisan, Kannian or Kani, Ganaka | 69. Valaiyan |
| 27. xxxxi | 70. Vada Balija |
| 28. Kalarikurup or Kalari Panicker | 71. Vakkaliga |
| 29. Kerala Muthali | 72. Vaduvan(Vadugan) |
| 30. Kusavan including Kulala, Kumbaran, Odan, Oudan (Donga) Odda (Vodde or Vadde or Veddai) Velaan, Andhra Nair, Anthuru Nair. | 73. Veera Saivas (Pandaram, Vairavi, Vairagi, Yogeewar, Matapathi and Yogi) |
| 31. Kalavanthula | 74. Veluthedathu Nair including Vannathan, Veluthedan and Rajaka |
| 32. Kallan including Isanattu Kallar | 75. Vilakkithala Nair including Vilakkathalavan, Ambattan Pranopakari, Pandithar and Nusuvan |
| 33. Kabera | 76. Vaniya including Vanika, Vanika Vaisya, Vaisya Chetty, Vanibha Chetty, Ayiravar Nagarathar, Vaniyan |
| 34. Korachas | 77. Yadava including Kolaya, Ayar, Mayar, Maniyani, Eruman, Golla and Kolaries |
| 35. Kammalas including Viswakarmala, Karuvan, Kamsalas, Viswakarmas, Pandikammala, Malayal-Kammala, Kannan, Moosari, Kalthachan, Kallasari, Perumkollen, Kollan, | 78. Chakkamar |
| | 79. Mogers of Kasaragod Taluk |
| | 80. Maratis of Hosdurg Taluk |
| | 81. Paravans of Malabar area excluding Kasaragod Taluk |
| | 82. Peruvannan (Varnavar) |

ANNEXURE - II
LIST OF SCHEDULED CASTES (SC)

[As Amended by The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002 [Act 61 of 2002] vide Part VIII - Kerala - Schedule 1 Notified in the Gazette of India dated 18.12.2002, The Constitution (Scheduled Castes) Order (Amendment) Act 2007] [See Clause 9 (c)]

| | | | |
|----|--|----|--|
| 1 | Adi Andhra | 37 | Mannan, Pathiyan, Perumannan, |
| 2 | Adi Dravida | | Vannan, Velan |
| 3 | Adi Karnataka | 38 | xxx |
| 4 | Ajila | 39 | Moger (other than Mogeyar) |
| 5 | Arunthathiyar | 40 | Mundala |
| 6 | Ayyanavar | 41 | Nalakeyava |
| 7 | Baira | 42 | Nalkadaya |
| 8 | Bakuda | 43 | Nayadi |
| 9 | xxx | 44 | xxx |
| 10 | Bathada | 45 | Pallan |
| 11 | xxx | 46 | Palluvan |
| 12 | Bharathar (Other than Parathar), Paravan | 47 | Pambada |
| 13 | xxx | 48 | Panan |
| 14 | Chakkiliyan | 49 | xxx |
| 15 | Chamar, Muchi | 50 | Paraiyan, Parayan, Sambavar, Sambavan, Sambava, Paraya, Paraiya, Parayar |
| 16 | Chandala | | |
| 17 | Cheruman | 51 | xxx |
| 18 | Domban | 52 | xxx |
| 19 | xxx | 53 | xxx |
| 20 | xxx | 54 | Pulayan, Cheramar, Pulaya, Pulayar, Cherama, Cheraman, Wayanad Pulayan, Wayanadan |
| 21 | xxx | | |
| 22 | Gosangi | | Pulayan, Matha, Matha Pulayan |
| 23 | Hasla | 55 | xxx |
| 24 | Holeya | 56 | Puthirai Vannan |
| 25 | Kadaiyan | 57 | Raneyar |
| 26 | Kakkalan, Kakkan | 58 | Samagara |
| 27 | Kalladi | 59 | Samban |
| 28 | Kanakkan, Padanna, Padannan | 60 | Semman, Chemman, Chemmar |
| 29 | xxx | 61 | Thandan (excluding Ezhuvas and Thiyyas who are known as Thandan, in the erstwhile Cochin and Malabar areas) and (Carpenters who are known as Thachan, in the erstwhile Cochin and Travancore State) |
| 30 | Kavara (other than Telugu speaking or Tamil speaking Balija Kavara, Gavara, Gavarai, Gavarai Naidu, Balija Naidu, Gajalu Balija or Valai Chetty) | | |
| 31 | Koosa | 62 | Thoti |
| 32 | Kootan, Koodan | 63 | Vallon |
| 33 | Kudumban | 64 | Valluvan |
| 34 | Kuravan, Sidhanar, Kuravar, Kurava, Sidhana | 65 | xxx |
| 35 | Maila | 66 | xxx |
| 36 | Malayan [In the areas comprising the Malabar District as specified by Sub-section (2) of Section 5 of the State Re-organization Act. 1956 (37 of 1956)]. | 67 | Vetan |
| | | 68 | Vettuvan, Pulaya Vettuvan (in the areas of erstwhile Cochin State only). |
| | | 69 | Nerian |

ANNEXURE - III

LIST OF SCHEDULED TRIBES (ST)

[As Amended by The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002 (Act 10 of 2003) Vide Part-VII - Kerala - Second Schedule Notified in the Gazette of India dated 8.1.2003]

| | | | |
|----|--|----|---|
| 1 | Adiyan | 24 | Malasar |
| 2 | Arandan [Arandan] | 25 | [Malayan, Nattu Malayan, Konga Malayan (excluding the areas comprising the Kasaragod, Kannur, Wayanad and Kozhikode Districts)] |
| 3 | Eravallan | 26 | Malayarayar |
| 4 | Hill Pulaya, Mala Pulayan, Kurumba Pulayan, Kuravazhi Pulayan, Pamba Pulayan | 27 | Mannan (മന്നൻ) |
| 5 | Irular, Irulan | 28 | xxx |
| 6 | Kadar [Wayanad Kadar] | 29 | Muthuvan, Mudugar, Muduvan |
| 7 | xxx | 30 | Palleyan, Palliyan, Palliyar, Paliyan |
| 8 | Kanikkaran, Kanikkar | 31 | xxx |
| 9 | Kattunayakan | 32 | xxx |
| 10 | [Kochuvelan] | 33 | Paniyan |
| 11 | xxx | 34 | Ulladan, [Ullatan] |
| 12 | xxx | 35 | Uraly |
| 13 | Koraga | 36 | Mala Vettuvan(in Kasaragod & Kannur districts) |
| 14 | xxx | 37 | Ten Kurumban, Jenu Kurumban |
| 15 | Kudiya, Melakudi | 38 | Thachanadan, Thachanadan Moopan |
| 16 | Kurichchan [Kurichiyan] | 39 | Cholanaickan |
| 17 | Kurumans, Mullu Kuruman, Mulla Kuruman, Mala Kuruman | 40 | Mavilan |
| 18 | Kurumbas, [Kurumbar, Kurumban] | 41 | Karimpalan |
| 19 | Maha Malasar | 42 | Vetta Kuruman |
| 20 | Malai Arayan [Mala Arayan] | 43 | Mala Panikkar |
| 21 | Malai Pandaram | | |
| 22 | Malai Vedan [Malavedan] | | |
| 23 | Malakkuravan | | |

ANNEXURE - IV

LIST OF OTHER ELIGIBLE COMMUNITIES (OEC)

| | | | |
|----|---|----|---|
| 1 | Chemman/Chemmar | 12 | Malayan, (Konga-Malayan, Pani Malayan (in the erstwhile Malabar area alone) |
| 2 | Madiga | 13 | Pathiyan (other than Dhobies) |
| 3 | Pulluvan | 14 | Allar (Alan) |
| 4 | Thachar (other than Carpenter throughout State excluding the erstwhile Malabar area) | 15 | Malavettuvan |
| 5 | Chakkamar | 16 | Malamuthan |
| 6 | Varnavar | 17 | KunduVadiyan |
| 7 | Kudumbi | 18 | Thachanadan Moopan |
| 8 | Dheevana/Dheevanan, Arayan, Valan, Nulayan, Mukkuvan, Arayavathi, Valinjjar, Paniakkal, | 19 | Wayanad Kadar |
| 9 | Mokaya, Bovi, Mogayar and Megavirar Peruvannan | 20 | Kalanadi |
| 10 | Scheduled Castes converts. | 21 | Chingathan |
| 11 | Kusavan including Kusavar, Kulalan, Kumbaran, Velaan, Odan, Andhra Nair, Anthru Nair | 22 | Malayalar |
| | | 23 | Malapanicker |
| | | 24 | Urindavan |
| | | 25 | Marati |
| | | 26 | Pulaya Vettuvan (except in the areas of eastwhile Cochin State) |

ANNEXURE V

Proforma for Inter-Caste Marriage Certificate

[See Clause 9 (b) (iv) and 9(b) (v)]

Certified that Master / Kumarian Applicant for admission to the 3 Year LLB Course, 2011 is the son/daughter of an Inter-Caste married couple, and his/her father Sri.....belongs toCommunity and his/her mother Smtbelongs toCommunity.

Place: Signature of Village/ Taluk Officer:

Date: Name of Village Officer: / Taluk Officer:

Name of Village & District: / Taluk Office:

(Office Seal)

ANNEXURE VI

Proforma for the certificate to be submitted by children of Ex-Servicemen

[See Clause 11 (i)]

Certified that Master / Kumari....., an applicant for admission to the 3 Year LLB Course, 2011 is the son / daughter of Sri /Smt..... (Official address) who is / was an Ex-serviceman and that no one else in the family of the applicant has earlier enjoyed Special reservation benefit applicable to Ex-servicemen for admission to 3 Year LLB Course.

Signature of Military Authority/State's

Place: Zilla Sainik Welfare Officer:

Date: Name:

(Office Seal)

* Strike whichever is not applicable